

**CITY OF SAN JOSE  
STANDARD SPECIFICATIONS  
FOR  
PUBLIC WORKS CONSTRUCTION**

**SECTION 1 - DEFINITION AND TERMS**

**1-1.01 General.** - Unless the context otherwise requires, wherever in the specifications and other contract documents the following abbreviations and terms, or pronouns in place of them are used, the intent and meaning shall be interpreted as provided in this Section 1.

Working titles having a masculine gender such as "journeyman" are utilized in the specifications for the sake of brevity, and are intended to refer to persons of either sex.

**1-1.02 Abbreviations.**

AAN	American Association of Nurserymen
AASHTO	American Association of State Highway and Transportation Officials
ACI	American Concrete Institute
AIA	American Institute of Architects
AISC	American Institute of Steel Construction
AISI	American Iron and Steel Institute
ANSI	American National Standards Institute
APHA	American Public Health Association
API	American Petroleum Institute
APWA	American Public Works Association
AREA	American Railway Engineering Association
ASA	American Standards Association
ASCE	American Society of Civil Engineers
ASHVE	American Society of Heating and Ventilating Engineers
ASLA	American Society of Landscape Architects
ASME	American Society of Mechanical Engineers
ASTM	American Society for Testing and Materials
AWG	American Wire Gage
AWPA	American Wood-Preservers' Association
AWS	American Welding Society
AWWA	American Water Works Association
EEL	Electrical Engineers Institute
EIA	Electronic Industries Association
FAA	Federal Aviation Administration
FHWA	Federal Highway Administration
IEEE	Institute of Electrical and Electronics Engineers
IES	Illuminating Engineers Society
IMSA	International Municipal Signal Association
NEC	National Electrical Code
NEMA	National Electric Manufacturers Association
PUC	Public Utilities Commission
REA	Rural Electrification Administration
SS	State Specifications

## SECTION 1

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UBC	Uniform Building Code
UL	Underwriters' Laboratories Inc.
CF	Cubic Foot
CSJ	City of San Jose
CY	Cubic Yard
EA	Each
GAL	Gallon
LB	Pound
LF	Linear Foot
LS	Lump Sum
MFBM	Thousand Foot Board Measure
MI	Mile
MSYD	Thousand Station Yard
SQFT	Square Foot
SQYD	Square Yard
STA	Station
TAB	Tablet

**1-1.03 Acceptance.** - The formal written acceptance by the Engineer of an entire contract which has been completed in all respects in accordance with the plans and specifications and any modifications thereof previously approved.

**1-1.032 Addendum.** - A written modification of the contract documents provided to holders of the contract documents prior to the opening of proposals issued by the Engineer.

**1-1.034 Admitted Surety, Insurer or Carrier.** - A surety or insurance carrier admitted to transact insurance in the State of California, as evidenced by the surety's or insurer's possession of a valid Certificate of Authority issued by the California Department of Insurance, as defined by the California Insurance Code.

**1-1.036 Award.** - The acceptance by the approval authority of a proposal.

**1-1.04 (Blank)**

**1-1.05 Base.** - A layer of specified material of planned thickness placed immediately below the pavement or surfacing.

**1-1.06 Basement Material.** - The material in excavation or embankments underlying the lowest layer of subbase, base, pavement, surfacing or other specified layer which is to be placed.

**1-1.07 Bidder.** - Any individual, firm, partnership, corporation, or combination thereof, submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.

**1-1.075 Bidder's Bond.** - Form of proposal guaranty accompanying the proposal submitted by the bidder.

**1-1.08 Bridge.** - Any structure which carries a utility facility, or railroad, highway, street, or road, pedestrian, or other traffic, over a water course or over or under or around any obstruction.

**1-1.081 Calendar Day.** - A calendar day shall be any day including all legal holidays, Saturdays and Sundays.

**1-1.082 Caltrans.** - The Department of Transportation of the State of California organized to administer the affairs relating to State highways.

**1-1.083 Caltrans Specifications.** - The standard specifications of the State of California, Department of Transportation.

**1-1.084 City Clerk.** - City Clerk of the City of San Jose, and Ex-officio Clerk of the City Council.

**1-1.085 City Council.** - City Council of the City of San Jose.

**1-1.086 City of San Jose.** - A chartered municipal corporation of the State of California, as created by law; also referred to as the "City" or "Owner."

**1-1.087 City Manager.** - Chief Administrative Officer of the City.

**1-1.088 Conduit.** - A pipe or tube in which smaller pipes, tubes, or electrical conductors are inserted or are to be inserted.

**1-1.09 Contract.** - The written agreement covering the performance of the work and the furnishing of labor, materials, tools, and equipment in the construction of the work. The contract shall include the notice to contractors, proposal, plans, specifications, special provisions, written addenda and contract bonds; the required insurance and any Resolution of Intention of the City Council to order the work done or improvement made which is the subject of the plans and specifications; also any and all supplemental agreements amending or extending the work contemplated and which may be required to complete the work in a substantial and acceptable manner; also referred to as "Contract Documents." Supplemental agreements are written agreements covering alterations, amendments or extensions to the contract and include but are not limited to contract change orders.

**1-1.092 Contract Change Order.** - A written order to the Contractor, covering changes to the contract found by the City to be necessary for the proper completion or construction for the whole work contemplated by the contract, and establishing the basis of payment and/or time adjustments for the work affected by the changes, also sometimes referred to as a "Change Order."

**1-1.094 Contract Item (Pay Item).** - A specific unit of work for which a price is provided in the contract.

**1-1.096 Contract Time.** - The number of working or calendar days allowed for completion of the contract. If a calendar date of completion is shown in the proposal in lieu of a number of working or calendar days, the contract shall be completed by that date.

**1-1.10 Contractor.** - The person or persons, firm, partnership, corporation, or combination thereof private or municipal, who have entered into a contract with the City or the City's legal representatives.

**1-1.102 County Agencies.** - Whenever, in these specifications, reference is made to any County agency or officer, such reference shall be deemed made to any agency or officer succeeding in accordance with law to the powers, duties, jurisdiction and authority of the agency or officer mentioned.

**1-1.104 County Engineer.** - The County Engineer of the county in which the work is to be performed, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties properly delegated to them.

**1-1.11 Culvert.** - Any structure, other than a bridge, which provides an opening under a roadway for drainage or other purposes.

**1-1.115 Date of Acceptance.** - The date which the Notice of Completion and Acceptance is filed at the office of the County Clerk in the county in which the work is performed.

**1-1.12 Days.** - Unless expressly otherwise designated, days as used in the specifications will be understood to mean calendar days.

**1-1.13 Department of Public Works.** - The Department of Public Works of the City of San Jose as created by law, also referred to herein as the "Department."

**1-1.14 Detour.** - A temporary route for traffic around a closed portion of a road.

**1-1.15 Director of Public Works.** - The executive officer of the Department of Public Works, as created by law also referred to as the "Director"; also the ex-officio Superintendent of City Streets, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties properly delegated to them; also referred to herein as the "Engineer."

**1-1.16 Divided Highway.** - A highway with separated traveled ways for traffic, generally in opposite directions.

**1-1.17 (Blank)**

**1-1.18 Engineer.** - The City Engineer of the City of San Jose, being also the Director of the Department of Public Works of the City of San Jose, and ex-officio Superintendent of City Streets of San Jose, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties properly delegated to them.

**1-1.19 Engineer's Estimate.** - The list of estimated quantities of work to be performed as contained in the Proposal.

**1-1.20 Federal, State or Local Agencies.** - Whenever, in the specifications, reference is made to any Federal, State or Local agency or officer, including but not limited to the City, such reference shall be deemed made to any agency or officer succeeding in accordance with law to the powers, duties, jurisdiction, and authority of the agency or officer mentioned.

**1-1.21 Fixed Costs.** - Any necessary labor, material and equipment costs directly expended on the item or items under consideration which remain constant regardless of the quantity of the work done.

**1-1.22 Frontage Road.** - A local street or road auxiliary to and located generally on the side of an arterial highway for service to abutting property and adjacent areas and for control of access.

**1-1.225 Full Compensation.** - Total and complete payment including overhead and profit for furnishing all supervision, labor, materials, tools, equipment, and doing all work involved in providing the item complete and in place in accordance with the requirements of the contract.

**1-1.23 Grading Plane.** - The surface of the basement material upon which the lowest layer of subbase, base, pavement, surfacing, or other specified layer, is placed.

**1-1.24 Highway.** - The whole right of way or area which is reserved for and secured for use in constructing the roadway and its appurtenances also referred to herein as "street" or "road."

**1-1.242 Improvement District.** - The district to be benefitted by the work and assessed to pay the cost and expenses thereof.

**1-1.245 Inspector.** - An authorized representative of the Engineer, acting exclusively for the benefit of City, properly assigned to make all necessary inspections of the work performed or being performed, or of the materials furnished or being furnished by the Contractor for conformance to the contract documents.

**1-1.25 Laboratory.** - The established laboratory of the Department or other laboratories authorized by the Department to test materials and work involved in the contract.

**1-1.255 Legal Holidays.** - Those days designated as holidays in the City of San Jose Municipal Code.

**1-1.257 Limit of Work.** - The area described or outlined on the project plans. This area shall constitute the extent of the contractor's operation related to the project.

**1-1.26 Liquidated Damages.** - The amount prescribed in the specifications to be paid to the City or to be deducted from any payments due or to become due the Contractor for each day's delay in completing the whole or any specified portion of the work beyond the time allowed in the specifications.

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**1-1.265 Manual of Traffic Controls.** - The Department of Transportation (Caltrans) publication entitled "MANUAL OF TRAFFIC CONTROLS for Construction and Maintenance Work Zones."

**1-1.267 Material Storage Area** - An area, if any, described or outlined on the project plans to be used by the Contractor for material and equipment storage related to the project.

**1-1.27 Median.** - That portion of a divided highway separating the traveled ways for traffic in opposite directions including inside shoulders.

**1-1.272 Notice of Award of Contract.** - The notice by the City Clerk setting forth particulars and the name of the lowest responsive and responsible bidder awarded the contract for the work.

**1-1.274 Notice to Contractors.** - The advertisement for proposals for all work on which bids are required. Such advertisement will indicate, among other things, the location of the work to be done, bonding requirements, licensing requirements, and the time and place of opening of bids.

**1-1.276 Notice to Proceed.** - The notice issued by the Engineer authorizing the Contractor to proceed with the work, among other particulars.

**1-1.277 Notice of Termination.** - The written notice issued by the Engineer specifying that the contract is terminated.

**1-1.28 Pavement.** - The uppermost layer of material placed on the traveled way or shoulders. This term is used interchangeably with surfacing.

**1-1.29 Plans.** - The official project plans, and Standard Plan Details, profiles, typical cross sections, working drawings and supplemental drawings, or reproductions thereof, approved by the Engineer, which show the location, character, dimensions and details of the work to be performed. All such documents are to be considered as a part of the plans whether or not reproduced in the special provisions.

In the above definition, the following terms are defined as follows:

- (a) **Standard Plan Details** - The Standard Plan Details of the Department, approved by City Council, also referred to herein as Standard Details.
- (b) **Project Plans.** - The project plans are specific details and dimensions peculiar to the work and are supplemented by the Standard Plans insofar as the same apply.

**1-1.295 Private Improvement Contract.** - Any improvement contract financed by a private party other than the City, to be constructed in public or private streets, and easements.

**1-1.30 Processing.** - Any operation or operations of whatever nature and extent required to produce a specified material.

**1-1.31 Proposal.** - The offer of the bidder for the work when made out and submitted on the prescribed proposal form, properly signed and guaranteed, sometimes also referred to herein as a bid.

**1-1.32 Proposal Form.** - The approved form upon which the City requires formal bids be prepared and submitted for the work.

**1-1.33 Proposal Guaranty.** - The cash, cashier's check, certified check, or bidder's bond accompanying the proposal submitted by the bidder, as a guaranty that the bidder will enter into a contract with the City for the performance of the work, if it is awarded to the bidder, and will provide the contract bonds and insurance required of the bidder.

**1-1.334 Right of Way.** - The whole right-of-way or area which is reserved for and secured for use in constructing the improvement and its appurtenances.

**1-1.34 Roadbed.** - The roadbed is that area between the intersection of the upper surface of the roadway and the side slopes or curb lines. The roadbed rises in elevation as each increment or layer of subbase, base, surfacing or pavement is placed. Where the medians are so wide as to include areas of undisturbed land, a divided roadway is considered as including 2 separate roadbeds.

**1-1.35 Roadway.** - That portion of the right of way included between the outside lines of sidewalks, or curbs, slopes, ditches, channels, waterways, and including all the appertaining structures, and other features necessary to proper drainage and protection.

**1-1.36 Shoulders.** - The portion of the roadway contiguous with the traveled way for accommodation of stopped vehicles, for emergency use, and for lateral support of base and surface courses.

**1-1.37 Special Provisions.** - Specific clauses setting forth conditions or requirements peculiar to the work and supplementary to these Standard Specifications. The State of California Department of Transportation (Caltrans) publications entitled "Labor Surcharge And Equipment Rental Rates" and "General Prevailing Wage Rates" are to be considered as a part of the special provisions.

**1-1.38 Specifications.** - The directions, provisions and requirements contained in these Standard Specifications as supplemented by the special provisions.

**1-1.39 State.** - The State of California.

**1-1.40 (Blank)**

**1-1.41 Subbase.** - A layer of specified material of planned thickness between a base and the basement material.

**1-1.42 Subgrade.** - That portion of the roadbed on which pavement, surfacing, base, subbase, or a layer of any other material is placed.

**1-1.425 Substantial Completion.** - When the work, or designated portion thereof, is sufficiently complete in accordance with the contract documents so that the City can occupy or utilize the work, or designated portion thereof, for the use for which it was intended, as evidenced by the Engineer's Certificate of Substantial Completion. The Certificate of Substantial Completion shall set forth the date on which substantial completion is deemed by City in its sole discretion to have occurred, subject to the provisions of Section 7-1.166 "Substantial Completion."

**1-1.43 Substructure.** - All that part of the bridge below the bridge seats, tops of piers, haunches of rigid frames, or below the spring lines of arches. Backwalls and parapets of abutments and wing walls of bridges shall be considered as parts of the substructure.

**1-1.435 Superintendent of Streets.** - The Superintendent of City Streets of San Jose, also referred to as the "Engineer," "Director of Public Works," or "Director," acting directly or through properly authorized agents, such agents acting within the scope of the particular duties delegated to them.

**1-1.44 Superstructure.** - All that part of the bridge except the bridge substructure.

**1-1.45 Surfacing.** - The uppermost layer of material placed on the traveled way, or shoulders. This term is used interchangeably with pavement.

**1-1.46 Traffic Lane.** - That portion of a traveled way for the movement of a single line of vehicles.

**1-1.47 Traveled Way.** - That portion of the roadway for the movement of vehicles, exclusive of shoulders.

**1-1.48 Work.** - All the work specified, indicated, shown or contemplated in the contract to construct the improvement, including, but not limited to, all alterations, amendments or extensions thereto made by contract change order or other written orders of the Engineer.

**1-1.49 Working Day.** - A working day is defined as any day, except as follows:

- (a) Saturdays, Sundays and legal holidays;
- (b) Days on which the Contractor is prevented by inclement weather or conditions resulting immediately therefrom adverse to the current controlling operation or operations, as determined by the Engineer, from proceeding with at least 75 percent of the normal labor and equipment force engaged on such operation or operations for at least 60 percent of the total daily time being currently spent on the controlling operation or operations; or
- (c) Days on which the Contractor is prevented, by reason of requirements in the "Maintaining Traffic" section of the special provisions, from working on the controlling

operation or operations for at least 60 percent of the total daily time being currently spent on such controlling operation or operations.

END OF SECTION